



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes Historic Preservation Board

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Friday, December 18, 2015

9:00 AM

Council Chambers

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### I. Call To Order

A Regular Meeting of the Historic Preservation Board was held this date in Council Chambers at City Hall. Chair Jean Trammell called the meeting to order at 9:00 a.m.

### II. Roll Call

**Present:** 4 - Frank Codella, Jean Trammell, CeCe O'Connor and Judie Bauer

**Absent:** 3 - Alicia Scarpellini, Jim Middleton and Bill Jervey

### Also Present:

Liaison Council Member Rich Cautero, Director of Historical Resources James Hagler, City Clerk Lori Stelzer, Assistant City Attorney Kelly Fernandez, Mayor Holic and Recording Secretary Edward Klotz.

### III. Approval of Minutes

15-1679 Minutes of the November 20, 2015 Regular Meeting

**A motion was made by Mr. Codella, seconded by Ms. Bauer, that the Minutes of the November 20, 2015 Regular Meeting be approved. The motion carried by voice vote unanimously.**

### IV. New Business

15-1680 Assistant City Attorney Kelly Fernandez and City Clerk Lori Stelzer: Refresher on Public Records and Sunshine Laws as Required by the Settlement Agreement in the Citizens for Sunshine and Anthony Lorenzo Litigation

Ms. Stelzer spoke to the reason for annual sunshine law training and provided an overview of the training agenda.

Mr. Middleton entered the meeting at 9:01 a.m.

Board members viewed "The Sunshine Law" video.

Ms. Fernandez responded to questions regarding how to protect yourself from other board members and highlighted the following topics; delegation of authority, formation of subcommittees or stakeholder groups, position papers, abstaining from voting, conflicts of interest, financial forms, and the impacts of violations.

Ms. Stelzer spoke on public records to include actions to be taken if a board member receives a public record, and further reviewed the sharing of personal notes, the prohibition of social media, texting and personal email for city business, use of city city email and reminded the board to speak into the microphones during meetings, and to not have side bar discussions.

Discussion ensued regarding subcommittees are allowed but must be noticed, open to the public and minutes taken and former advisory board members may speak to current members.

## V. Unfinished Business

### 15-1627

#### Sister Cities

Mr. Codella presented an overview of Sister Cities International (SCI) noting that President Eisenhower proposed the program in 1956 as a people-to-people, citizen diplomacy initiative, SCI is a nonprofit citizen diplomacy network creating partnerships between United States and other country communities, past city council sister city efforts, questioned whether the board should consider United States cities, worldwide cities or both and concluded by suggesting the city of Varna, Bulgaria as an international sister city.

Discussion ensued regarding if the City of Mariemont, Ohio is chosen the board cannot use Sister Cities International and it was questioned if the board should focus on domestic cities or international cities.

Following the board requesting Mayor Holic to come forward, he thanked Mr. Codella for his research, noted the Historic Preservation Board's recommendations will be presented to city council and then go to the Economic Development Advisory Board for further review. He reference an upcoming meeting with a representative from China and if the Historic Preservation Board wants to go international they can present a request to city council to join SCI.

**A motion was made by Mr. Codella, seconded by Ms. Bauer, that the Board seek to form a relationship with another John Nolen planned city and request city council to join Sister Cities International (SCI) to seek an overseas sister city. The motion carried unanimously by voice vote.**

### 15-1314

#### Certified Local Governments

Mr. Hagler provided an overview noting that the CLG document is at the planning department and is expected to be presented to city council in January, 2016.

Discussion ensued with it being requested that the board be informed when the CLG ordinance is presented to the planning commission and city council with Chair Trammell requesting to attend with Mr. Hagler.

## VI. Updates

### 15-1123

#### Staff Liaison Update

Mr. Hagler stated that the new Venice Museum and Archives website is being launched today and over two-thirds of the archival collection has been moved to an off-site storage.

Discussion ensued regarding the website having information on the museum and other historical resources and a request that the board be informed of the website address when it becomes available.

### 15-1315

#### Circus Car Proposal for the Venice Train Depot - Dr. Jervey

Mr. Hagler reported for Dr. Jervey noting that bids from vendors for the restoration of the circus car are still being sought.

### 15-1316

#### Lord-Higel House

Mr. Hagler reported that staff is working on a lease agreement which is expected to go before city council at a January meeting and upon approval bids will be requested for an architect.

Discussion ensued regarding the lease agreement being between the city and Venice Heritage Inc. and the architect service will be for the American Disabilities Act (ADA) ramp, ADA bathrooms and interior.

## VII. Future Agenda Items

Ms. Bauer stated that the Legacy Awards Committee will meet in January prior to the next board meeting with Ms. Trammell requesting the item be placed on the January agenda.

## VIII. Audience Participation

Mr. Caution stated that he is the newly appointed council liaison, thanked the board for their great work and will provide the board with updates from city council.

## IX. Board Discussion

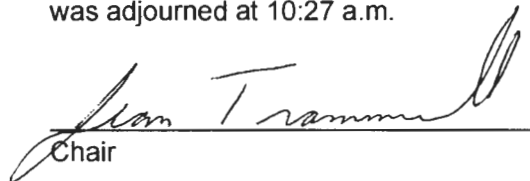
Mr. Hagler stated that five 501(c)(3) groups toured the Hamilton Building

as a possible new office location.

Discussion ensued regarding the location of the Hamilton Building, interest in acquiring office space has been expressed by various organizations but the building's use has not been determined, Venice previous winter home of Ringling Bros. Circus and Kentucky Military Institute, Venice Army Air Base, Venice original home of the Clown College, terra cotta colored notices at Venice street signs and a possible Muslim Sister City.

#### X. Adjournment

There being no further business to come before this Board, the meeting was adjourned at 10:27 a.m.

  
Chair

  
Recording Secretary